

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**  
Minority Business Enterprise Compliance Office  
**Minority Business Enterprise Utilization Plan**

Company Name: \_\_\_\_\_

Representative's Name who administers MBE Program: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Bid or Project #: \_\_\_\_\_ Date Bid Opened: \_\_\_\_\_

Project Location: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Contract Value: \_\_\_\_\_ MBE % Assigned: \_\_\_\_\_

# of Subcontractors/Suppliers used: \_\_\_\_\_ # of MBE Subcontractors/Suppliers used: \_\_\_\_\_

**List MBE Subcontractors/Suppliers – Total Dollar Amounts – Scope of Work:**

<b>MBE Firms</b>	<b>Dollar Award</b>	<b>Scope/Description of Work</b>

*Note: Dollar value of work must be performed by Minority Business Enterprises certified by the Rhode Island Department of Administration. Contractor may count towards it MBE goal 60% of expenditures for material and supplies required under a contract and obtained from a **MBE regular dealer/supplier**, and 100% of such expenditures when obtained from a MBE Manufacturer.*

The above referenced contract will not be released until this plan has been approved by the Director of the Department of Administration or its designee.

For assistance and advice in identifying MBE firms, please call the Minority Business Enterprise Compliance Office at 401-222-6670 (Note: MBE Listing are available at [www.mbe.ri.gov](http://www.mbe.ri.gov)).

Signature of Authorized Agent of Business: \_\_\_\_\_ Date: \_\_\_\_\_

Send Completed Form to:

Attention: Charles C. Newton  
Minority Business Enterprise Compliance Office  
Department of Administration  
One Capitol Hill 2<sup>nd</sup> Floor  
Providence, RI 02908

Fax: 401-222--5799  
Web site: [www.mbe.ri.gov](http://www.mbe.ri.gov)